

~~CONFIDENTIAL~~

7 MAY 1962

MEMORANDUM FOR: Executive Assistant to the Deputy Director (Support)

SUBJECT : Headquarters and Field Offices Announcing the
Revised Fitness Report, Form 45 (4-62)

25X1

1. There is attached for approval and publication a Headquarters
[redacted] notice announcing the revised Fitness Report, Form 45 (4-62).
The form was approved for use by the Deputy Director of Central Intelligence
on 2 May 1962. Form 45 will be available from Printing Services Division
for Agency distribution on 11 June 1962.

2. The Headquarters Notice states that a copy of the Fitness Report
Form is attached. The publication of this Notice should, therefore, be
coordinated with the printing of the form.

3. A copy of the Fitness Report Form is not being attached to the
[redacted] Arrangements have been made for sufficient copies of the
new Fitness Report Form to be transmitted [redacted]
to field stations for their use.

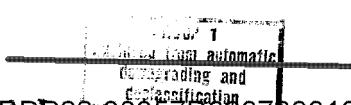
25X1

(s) Emmett D. Echols
Emmett D. Echols
Director of Personnel

Distribution:

Orig & 3 - Addressee
2 - D/Personnel
1 - [redacted]
 - ARO/OP
1 - Plans Staff

25X1 OP/Plans Staff [redacted] also (15 May 1962)



17 MAY 1962

MEMORANDUM FOR: Executive Assistant to the Deputy Director (Support)
SUBJECT : Headquarters and Field Notices Announcing the
Annual Fitness Report, Form 49 (4-52)

1. There is attached for approval and publication a Headquarters notice announcing the revised Fitness Report, Form 45 (4-62). The form was approved for use by the Deputy Director of Central Intelligence on 2 May 1962. Form 45 will be available from Printing Services Division for Agency distribution on 11 June 1962.
2. The Headquarters Notice states that a copy of the Fitness Report Form is attached. The publication of this Notice should, therefore, be coordinated with the printing of the form.
3. A copy of the Fitness Report Form is not being attached to the [redacted] Arrangements have been made for sufficient copies of the new Fitness report Form to be transmitted [redacted] to field stations for their use.

(s) Emmett D. Echols
Emmett D. Echols
Director of Personnel

Distribution:

Orig & 3 - Addressee
2 - D/Personnel
1 -
 - ARW/OP
1 - Plans Staff

OP/Plans Staff/ [redacted] sko (15 May 1962)

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